



City of Kingsburg

1401 Draper Street, Kingsburg, CA 93631-1908
Phone (559)897-5821 Fax (559)897-5568

Mayor Michelle Roman
Mayor Pro Tem Laura North
Council Member Sherman Dix
Council Member Vince Palomar
Council Member Jewel Hurtado

City Manager Alexander J. Henderson

AGENDA KINGSBURG CITY COUNCIL REGULAR MEETING

Council Chambers, 1401 Draper Street, Kingsburg, CA 93631 (559) 897-5821
www.cityofkingsburg-ca.gov

Wednesday, January 2, 2019 at 6pm

6 P.M. REGULAR SESSION MEETING:

Invocation to be given by Father Greg Beaumont of the Holy Family Catholic Church, followed by the Pledge of Allegiance led by Mayor Michelle Roman.

- 1. Call to Order and Roll Call**
- 2. Public Comments:** This is the time for any citizen to come forward and address the City Council on any issue within its jurisdiction that is not listed on the Agenda. A maximum of five (5) minutes is allowed for each speaker.
- 3. Approve Agenda:** Action by the Council to approve the agenda or to make modifications. Items that can be added to the agenda is constrained by State law.
- 4. Consent Calendar:** Items considered routine in nature are to be placed on the Consent Calendar. They will be considered as one item and voted upon in one vote unless individual consideration is requested. Each vote in favor of the Consent Calendar is considered and recorded as a separate affirmative vote in favor of each action listed. Approval of the Consent Calendar items include recitals reading ordinance(s) by titles(s) only and adoption of recommended action(s) contained in Staff Reports.
 - 4.1 Approval of City Council Minutes:** Approve the minutes from the December 19, 2018 Regular City Council Meeting as prepared by City Clerk Abigail Palsgaard.
 - 4.2 Award the Wayfinding Improvements project to Frank & Son, Inc. dba Express Sign & Neon in the amount of \$76,290.00-** Staff Report prepared by City Engineer Dave Peters

5. Regular Calendar

5.1 PUBLIC HEARING Continued from December 19, 2018— ON PLANNING APPLICATIONS ON TWO PARCELS OF LAND (WITH A COMBINED ACREAGE OF 5.36 ACRES) THAT ARE LOCATED ADJACENT TO THE FRESNO/TULARE LINE IN SOUTHEAST KINGSBURG. (PREVIOUSLY THE HASH DEVELOPMENT- NOW ANDERSEN VILLAGE “AVP”)

PUBLIC HEARING TO BE CONTINUED TO THE FEBRUARY 6, 2019 REGULAR MEETING OF THE KINGSBURG CITY COUNCIL

(Motion to Continue Public Hearing)

- A. Open Public Hearing
- B. Presentation by City Planner Greg Collins
- C. Council Discussion
- D. Open for Public Comment
- E. Close Public Comment
- F. Continued Council Discussion
- G. Close Public Hearing
- H. Possible Actions:
 1. Adopt Resolution No. 2018-076 Approving a Negative Declaration for initiation of annexation of that portion of the AVP to be annexed into the city of Kingsburg, Pre-zoning of that portion of the AVP annexed into the City of Kingsburg and Planned Unit Development 2018-02 (AVP).
 2. Adopt Resolution No. 2018-077 initiating annexation of 5.14 acres of land located north and west of the Fresno/Tulare County line and detach from the Kings River Conservation District, Fresno County Fire Protection District and the Consolidated Irrigation District.
 3. Adopt Resolution No. 2018-078 approving the inclusion of 20 single family residential units to the 2018 housing unit allocation program as per Kingsburg's Growth Management Program and awarding 20 single family residential units to AVP.
 4. Adopt Resolution No. 2018-79 approving Planned Unit Development - 2018-02 (AVP) and approving the necessary findings consistent with Chapter 17.76 of the Zoning Ordinance and subject to the following conditions:
 - Residential dwellings constructed within the project area shall comply with the Andersen Village Specific Plan.
 - Landscaping within the project area and on individual lots shall conform to the Andersen Village Specific Plan.
 - Public improvements within the project area, including, gateways, streetscapes, parks, walls and fences and off-street pedestrian corridors, shall conform to the Andersen Village Specific Plan guidelines.

5. Waive first reading and introduce Ordinance No. 2018-007, An Ordinance of the City of Kingsburg An Ordinance Of The City Of Kingsburg Amending Title 17 - Zoning, Of The Kingsburg Municipal Code, Pre-Zoning Real Property From Fresno County's AE-20 Zone District (Exclusive Agriculture, 20-Acre Minimum) To Kingsburg R-1-7 Zone District (Single-Family Residential, One Unit Per 7,000 Square Feet) and pass to a second reading with the following recital constituting reading the title of the Ordinance:

“AN ORDINANCE OF THE CITY OF KINGSBURG AMENDING TITLE 17 – ZONING, OF THE KINGSBURG MUNICIPAL CODE, PRE-ZONING REAL PROPERTY FROM FRESNO COUNTY'S AE-20 ZONE DISTRICT (EXCLUSIVE AGRICULTURE, 20-ACRE MINIMUM) TO KINGSBURG'S R-1-7 ZONE DISTRICT (SINGLE-FAMILY RESIDENTIAL, ONE UNIT PER 7,000 SQUARE FEET)”

5.2 Kingsburg Youth Baseball Association Presentation- Oral Report by Kingsburg Youth Baseball Association

- a. Presentation by Kingsburg Youth Baseball Association
- b. Council Discussion
- c. Informational- No Action Necessary

5.3 Athwal Park Alternatives - Staff Report prepared by City Engineer Dave Peters
Possible Action(s):

- a. Presentation by City Engineer Dave Peters
- b. Council Discussion
- c. Action as Deemed Necessary

5.4 Special Event Application Discussion- Staff Report by Community Services Director Adam Castaneda
Possible Action(s):

- a. Presentation by Community Services Director Adam Castaneda
- b. Council Discussion
- c. Action as Deemed Necessary

5.5 Swedish Mill Update- Staff Report by City Manager Alexander Henderson
Possible Action(s):

- a. Presentation by City Manager Alexander Henderson
- b. Council Discussion
- c. Action as Deemed Necessary

5.6 Affirm the Roster of City Council Appointments – Affirm the appointments of City Council Members as liaisons to various Committee and Commissions by Mayor Roman. Roster prepared by City Clerk Abigail Palsgaard.

Possible Action(s):

- a. Roster of City Council Appointments Review
- b. Discussion
- c. Affirm the appointments of City Council Members as liaisons to various Committee and Commissions by Mayor Roman

6. Council Reports and Staff Communications

- 6.1. Community Services Commission
- 6.2. Public Safety Committee
- 6.3. Chamber of Commerce
- 6.4. Economic Development
- 6.5. Finance Committee
- 6.6. Planning Commission
- 6.7. South Kings Groundwater Sustainability Agency Joint Powers Authority
- 6.8. City Manager's Report

7. Other Business that may come properly before the City Council

8. Future Agenda Items

These items will be added to a future agenda with direction from Council.

9. Adjourn Kingsburg City Council Regular Meeting into Closed Session

9.1 CONFERENCE WITH LABOR NEGOTIATORS

California Government Code Section 54957.6

City Designated Representative: Alexander Henderson

Employee Organization: Kingsburg Professional Firefighters Association (KPFA)

10. Adjourn out of Close Session into Regular Kingsburg City Council Meeting and report out of Closed Session.

11. Continue or Adjourn Regular Kingsburg City Council Meeting.

Any writings or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection at City Hall, in the City Clerk's office, during normal business hours. In addition, such writings and documents may be posted on the City's website at www.cityofkingsburg-ca.gov.

I hereby certify, under penalty of perjury under the laws of the State of California that the foregoing Agenda was posted at the front entrance of City Hall not less than 72 hours prior to the meeting. Dated this 28th day of December 2018.

Abigail Palsgaard, City Clerk

**Kingsburg City Council
Regular Meeting Minutes
December 19, 2018**

6 P.M. REGULAR SESSION MEETING:

Invocation was given by Council Member North, followed by the Pledge of Allegiance led by Mayor Michelle Roman.

1. **Call to Order and Roll Call:** At 6:02 P. M. Mayor Michelle Roman called the regular meeting of the Kingsburg City Council to order.

Council Members present: Jewel Hurtado, Vince Palomar, Laura North, and Mayor Michelle Roman.

Council Members absent: Sherman Dix.

Staff present: City Manager Alexander Henderson, City Attorney Michael Noland, City Clerk Abigail Palsgaard, Finance Director Alma Colado, City Engineer Dave Peters, Police Chief Neil Dadian, and Police Sgt. Kevin Pendley,

2. **Public Comments:** Valerie Quinn, 1201 Warkentin, commented that she doesn't see the good of having the street sweeper go through the alley. She also commented on the bushes which are on the sidewalk on 14th Avenue.
3. **Approve Agenda:** Council Member Hurtado moved that the Agenda be approved as published. The motion was seconded by Council Member Palomar and carried by unanimous voice vote of those Council Members present.
4. **Consent Calendar:** A motion was made by Council Member North to approve the items appearing on the Consent Calendar except for item 4.3 which she asked to be pulled because of conflict of interest. The motion was seconded by Council Member Hurtado and carried by unanimous voice vote.

A motion was made by Council Member Palomar, seconded by Council Member Hurtado, to approve pulled consent calendar Item No. 4.3. The motion carried with Council Members Palomar, Hurtado, and Mayor Roman voting aye, Council Member Dix absent, and Council Member North abstaining.

- 4.1 **Approval of City Council Minutes:** Approve the minutes from the December 5, 2018 Regular City Council Meeting as prepared by City Clerk Abigail Palsgaard.
- 4.2 **Check Register:** Ratify/approve payment of bills listed on the check register for the period November 29, 2018 through December 11, 2018 as prepared by Accounts Payable Clerk Grace Reyna.
- 4.3 **Claim Rejection:** Reject Kerry Pickrell's claim against the City filed on November 14, 2018- Staff Report prepared by City Clerk Abigail Palsgaard.
- 4.4 **Community Services Commission Appointment-** Accept Mayor Roman's appointment of Edward Moreno to the Community Services Commission to a term that is set to expire December 2022.

- 4.5 Community Services Commission Appointment-** Accept Mayor Roman's appointment of Sarah Chambless to the Community Services Commission to a term that is set to expire December 2022.
- 4.6 Planning Commission Appointment-** Accept Mayor Roman's appointment of Dr. Jack R. Shantz to the Kingsburg Planning Commission to a term that is set to expire December 2022.
- 4.7 Planning Commission Appointment-** Accept Mayor Roman's appointment of Troy Cozbey to the Kingsburg Planning Commission to a term that is set to expire December 2022.
- 4.8 Approve Kingsburg Media Foundation Communication Site Lease Agreement with the City of Kingsburg**
- 4.9 Final Tract Map 6122.-** Adopt Resolution No. 2018-085 approving the final map for Tract 6122 accepting on behalf of the public the streets and easements as offered on the map in accordance with the terms of the dedications and authorize the City Manager to execute the Subdivision Agreement on behalf of the City, subject to review as to form by the City Attorney. -Staff Report Prepared by City Engineer Dave Peters
- 4.10 Approve Separation Agreement with Fire Chief Tim Ray-** Staff Report prepared by City Manager Alexander Henderson
- 4.11 Approval of the 2018-2019 Memorandum of Understanding between the City of Kingsburg and the Kingsburg Police Officers Association.**
- 4.12 Code Amendment Regarding Short Term Rentals-** Waive the second reading and adopt Ordinance No. 2018-006, An Ordinance of The City of Kingsburg Amending Section 17.56.010, Of Chapter 17.56 Of Title 17 Of the Kingsburg Municipal Code Adding Short-Term Rentals as A Home Occupation with the following recital constituting reading the title of the Ordinance:

“AN ORDINANCE OF THE CITY OF KINGSBURG AN ORDINANCE OF THE CITY OF KINGSBURG AMENDING SECTION 17.56.010, OF CHAPTER 17.56 OF TITLE 17 OF THE KINGSBURG MUNICIPAL CODE ADDING SHORT-TERM RENTALS AS A HOME OCCUPATION”

5. Regular Calendar

- 5.1 PUBLIC HEARING Continued from December 5, 2018— ON PLANNING APPLICATIONS ON TWO PARCELS OF LAND (WITH A COMBINED ACREAGE OF 5.36 ACRES) THAT ARE LOCATED ADJACENT TO THE FRESNO/TULARE LINE IN SOUTHEAST KINGSBURG. (PREVIOUSLY THE HASH DEVELOPMENT- NOW ANDERSEN VILLAGE “AVP”)**

A motion was made by Council Member North, seconded by Council Member Palomar, that the Public Hearing be continued to the January 2, 2019 Regular Meeting of the Kingsburg City Council. The motion carried by unanimous voice vote of those council members present.

5.2 Fresno Housing Authority Update – Oral report by Michael Duarte

Presentation - Mr. Duarte stated that the Housing Authority's core mission is to create vibrant communities. He spoke about properties that they manage, including the Marion Villa project in Kingsburg, the affordable housing crisis, and the Section 8 process.

Council Discussion – Council Member Palomar asked about the construction standards that qualify for Section 8. Mr. Duarte stated that it is reviewed first and there are annual checks. Council Member Palomar asked about the upkeep of the outside. Mr. Duarte said that it is up to the landlord. Council Member Palomar asked if there are resident preferences. Mr. Duarte said, “yes”, elderly, disabled and living in Fresno County. Council Member North asked if the property to the west of the proposed site on Sierra and Madsen is the City's. Mr. Henderson said that it isn't, and Mr. Durate spoke briefly about it. Council Member Hurtado wanted to know if it must be senior housing. She said that she would like to know if there are options such as Section 8 for families instead of Seniors. Mr. Duarte said that if we change it to family, it would be more competitive.

Informational – No action required.

5.3 21st Avenue Update (Shady Lane)- Staff Report by City Engineer Dave Peters

Presentation City Engineer Dave Peters gave history of the reconstruction project.

Council Discussion- Mayor Roman commented that it looks wonderful. Several residents were very happy with it. She thanked Mr. Peters.

A motion was made by Council Member North to accept the 21st Avenue Improvements constructed by MAC General Engineering and authorize the City Engineer to file the Notice of Completion. The motion was seconded by Council Member Hurtado and carried by unanimous voice vote of those Council Members present.

5.4 Crime Statistics Report for the Months of October & November 2018 and General Police Department Update- Crime Statistics Report prepared by Kingsburg Police Department Records Supervisor Corina Padilla.

Presentation - Police Chief Neil Dadian explained the traffic pattern with warm weather and Christmas. He spoke about the arrest of a Kingsburg citizen for multiple sex crimes. He talked about legislation that will affect the Police Department causing more staff time. He said that cannabis will have to be allowed to be delivered and that California will remove bail for low risk arrestees. He said that we will need to post

policies and procedures and training documents on our website. He spoke about the training schedule for this year.

Council Discussion – Council Member Palomar asked if the Police Department lobby is locked. Chief Dadian said we have 9 am to 4 pm hours. He explained that prior to 2016 we had our own dispatch. It was not sustainable and was outsourced in 2016.

Informational- No Action Necessary

5.5 Review and Discussion of the Agreement with the Kingsburg District Chamber of Commerce- Staff Report by City Manager Alexander Henderson

Presentation by City Manager Alexander Henderson. Mr. Henderson stated that the agreement which was signed in 2014 was provided for review. He went over the contract which provides \$30,000 per year for support; \$12,000 for the band concerts; and \$5,000 for the Independence Day celebration. He stated that no action is required at this time. We are just looking for guidance.

Council Discussion – Council Member North asked about the extra funds. Mr. Henderson explained that Council agreed to the extra funds after 2014. Mayor Roman said that we have not had formal updates. She stated that we would like to come back together again and have things in writing. We need to list events. CPAT points to promote the downtown need to be in writing. Council Member North stated that we pay a lot compared to other cities. Mayor Roman said that it is important to have a vibrant downtown.

Informational- No Action Necessary

6. Council Reports and Staff Communications

6.1. Community Services Commission- Mayor Roman - nothing scheduled.

6.2. Public Safety Committee- City Manager - no report.

6.3. Chamber of Commerce- Council Member North reported that they decided on music- It will continue to be Swedish but with a variety. Music will be changed for holidays and festivals. Ladies Night Out will be the beginning of October. Not sure if there will be a Harvest Moon Festival. Annual Chamber Awards Dinner will be January 17th.

6.4. Economic Development – City Manager - no report.

6.5. Finance Committee – City Manager- no report.

6.6. Planning Commission – City Manager – no report.

6.7 South Kings Groundwater Sustainability Agency Joint Powers Authority- City Manager Alex Henderson said that they did meet. He gave a brief history and said that they hope to have it out by spring 2019.

6.8. City Manager's Report- Mr. Henderson reported that City Hall will be closed for the holiday which means that garbage will be delayed by one day.

7. Other Business that may come properly before the City Council

7.1 Council Member North said that she would like a review of the contract with Second Chance. She would like to get a monthly report. She would like to see why animals are put down and how it impacts the City staff.

8. Future Agenda Items

These items will be added to a future agenda with direction from Council.

8.1 Special Event Permit Application (to be discussed 1/2/2019) Mayor Roman said that she would like us to look to see if there is anything that needs to be added or changed.

9. Adjourn- The Regular Kingsburg City Council Meeting was adjourned at 7:18 pm.

Abigail Palsgaard, City Clerk



Meeting Date: 01/02/2019

Agenda Item: 4.2

CITY COUNCIL MEETING STAFF REPORT

REPORT TO: Mayor Roman & City Council

REPORT FROM: David Peters, City Engineer

REVIEWED BY: AP

AGENDA ITEM: Wayfinding Improvements

ACTION REQUESTED: ☐ Ordinance ☐ Resolution ☒ Motion ☐ Receive/File

EXECUTIVE SUMMARY

This item continues the ongoing wayfinding signage program as recommended by the community planning assistance team that provided recommendations for improving our downtown.

The City solicited bids from contractors for the Wayfinding Improvements project. The lowest responsible submitted bidder was Frank & Son, Inc. dba Express Sign & Neon from Los Angeles, California in the amount of \$203,620.00 for the base bid. In order to reduce the project costs to be within budget, several line items were eliminated to reduce the awarded bid to \$76,290. Many of these projects will be done either in phases or in conjunction with other local groups. For example, we did not want to order any pedestrian mapping signs without having the map created. The Historical Society has agreed to help assist with the creation of that design. The signage was included in the bid for the purposes of getting a cost proposal.

RECOMMENDED ACTION BY CITY COUNCIL

1. Award the Wayfinding Improvements project to Frank & Son, Inc. dba Express Sign & Neon in the amount of \$76,290.00.

POLICY ALTERNATIVE(S)

1. None

REASON FOR RECOMMENDATION/KEY METRIC

Frank & Son, Inc. dba Express Sign & Neon was the lowest responsible bidder.

FINANCIAL INFORMATION

FISCAL IMPACT:

1. Is There A Fiscal Impact? Yes
2. Is it Currently Budgeted? Yes
3. If Budgeted, Which Line? 104-9100-549-5705

FINANCIAL SUMMARY

Project is funded through Local Transportation Funds (LTF 8) budgeted in FY 2018-19 as a capital improvement project.

PRIOR ACTION/REVIEW

Council approved the wayfinding signage design after several options were presented. The locations and specifications were then created before going out to bid.

BACKGROUND INFORMATION

The City solicited bids from contractors for the Wayfinding Improvements project. On November 20, 2018, the City received 2 bids for the project ranging from \$203,620.00 to \$316,200.00. The lowest responsible submitted bidder was Frank & Son, Inc. dba Express Sign & Neon from Los Angeles, California in the amount of \$203,620.00 for the base bid.

The project bids exceed the available budget for the project. In order to reduce the project costs to be within budget, line items were eliminated. These particular items will either be added into the contract or rebid when funding is available. The revised bid item summary in the amount of \$76,290 is attached and is the basis of the award.

ATTACHED INFORMATION

Award Bid Summary attached.

CITY OF KINGSBURG - WAYFINDING IMPROVEMENTS

Bid Award / CCO#1

BASE BID SCHEDULE: WAYFINDING IMPROVEMENTS					
Item No.	Quantity	Unit	Item Description	Unit Price	Total Amount
1	1	LS	Mobilization (5,000 Maximum)	\$4,500.00	\$4,500.00
2	1	LS	Traffic Control	\$7,500.00	\$7,500.00
3	1	LS	Clearing and Grubbing	\$3,000.00	\$3,000.00
4	16	EA	V10 Sign on Existing Post	\$980.00	\$15,680.00
5	0	LF	V10 Sign on New Post	\$4,010.00	\$0.00
6	1	EA	V15 Sign	\$8,250.00	\$8,250.00
7	2	EA	V20 Sign	\$9,850.00	\$19,700.00
8	2	EA	V25 Sign on Existing Post	\$650.00	\$1,300.00
9	2	EA	V30 Sign on Existing Post	\$650.00	\$1,300.00
10	2	EA	V30 Sign on New Post	\$1,970.00	\$3,940.00
11	1	EA	V35 Sign on Existing Post	\$650.00	\$650.00
12	1	EA	V35 Sign on New Post	\$1,970.00	\$1,970.00
13	0	EA	P10 Map Kiosk	\$7,770.00	\$0.00
14	0	EA	P12 Map Panel on Wall	\$4,280.00	\$0.00
15	0	EA	P15 Pedestrian Map on Existing Pole	\$1,870.00	\$0.00
16	0	EA	P20 Street Banners Set (Pair or Two)	\$780.00	\$0.00
17	0	LF	Sign Structure Removal	\$6,000.00	\$0.00
18	1	LS	Miscellaneous Facilities	\$3,500.00	\$3,500.00
19	1	LS	Supplemental Work	\$5,000.00	\$5,000.00
Total:				\$76,290.00	



Meeting Date: 01/02/2019
Agenda Item: 5.3

CITY COUNCIL MEETING STAFF REPORT

REPORT TO: Mayor Roman & City Council

REPORT FROM: David Peters, City Engineer

REVIEWED BY: AP

AGENDA ITEM: Athwal Park Alternatives

ACTION REQUESTED: ☐ Ordinance ☐ Resolution ☐ Motion ☒ Receive/File

EXECUTIVE SUMMARY

This item continues discussion that has occurred over the past several months. On October 17, staff provided a staff report that included design options and preferences for the Council to consider (staff report attached). At that meeting, Council provided direction to move forward with a bid design package that would allow both the Council and the Tri-County Health Care District to mutually agree upon improvements based upon the results of the bid. Staff has formulated the bid and is seeking final input from the Council on options for design of the improvements at Athwal Park. Preliminary designs have produced options for size and configuration of several facilities including the skate park, fitness park, play structures, etc. However, existing designs are currently estimated at more than the amount allocated for the project, and do not currently include a splash pad or restrooms. Of note, we recently received word from the fitness park group that due to tariffs, their prices would be rising in 2019. Assuming the council pursues the same design from the same company, the amount the City would be responsible for is roughly \$16,000 greater (total of ~\$102,000) – see attached quotes.

Staff is seeking staff direction prior to proceeding to final design of the park improvements. Specifically, if there are no funds for specific projects, staff is recommending removing some of them from the add-alternate package, so we do not discourage bidders. In addition, staff will be presenting some alternative options with regards to equipment size and design, including the option of purchasing items outside of the bid package and then bidding for the installation work only.

City Engineer, Dave Peters, will provide a presentation outlining the latest options for moving the process forward.

RECOMMENDED ACTION BY CITY COUNCIL

1. Provide staff direction on design elements of park improvements for the bid package.

POLICY ALTERNATIVE(S)

1. None

REASON FOR RECOMMENDATION/KEY METRIC

1. Provide Recreational Opportunities for All Ages.

FINANCIAL INFORMATION

FISCAL IMPACT:

- | | |
|------------------------------|------------|
| 1. Is There A Fiscal Impact? | <u>Yes</u> |
| 2. Is it Currently Budgeted? | <u>N/A</u> |
| 3. If Budgeted, Which Line? | <u>N/A</u> |

BACKGROUND INFORMATION

Council has considered the item on several occasions. Those discussions have centered around park design and layout, grant applications and agreement with the Tri-County Health Care District.

The Community Services Commission held a meeting on Wednesday, August 29, to discuss the item. As part of the meeting, they made recommendation on a list of priorities for phasing (as requested by the Finance Committee). Their priorities, listed in order, are:

1. Fitness Park
2. Skate Park
3. Playground Equipment
4. Splash Pad
5. Restrooms

ATTACHED INFORMATION

1. Updated Engineer Estimates
2. Updated Fitness Court Quotes
3. 10/17/2018 Staff Report

ATHWAL PARK IMPROVEMENTS - PHASE 1

DESCRIPTION:	UNIT:	COUNT:	PRICE:	SUBTOTAL:
Base Bid				
SITE PREP:				
Mobilization	LS	Lump Sum	\$ 35,000.00	\$ 35,000.00
Dust and EC	LS	Lump Sum	\$ 5,000.00	\$ 5,000.00
Clearing & Grubbing	SF	26260	\$ 0.50	\$ 13,130.00
Rough grading	SF	33820	\$ 0.40	\$ 13,528.00
Fine grading	SF	33820	\$ 0.20	\$ 6,764.00
HARDSCAPE:				
Concrete sidewalk	SF	26260	\$ 6.00	\$ 157,560.00
Decomposed Granite	SF	1500	\$ 5.00	\$ 7,500.00
PIP Rubber	SF	2910	\$ 20.00	\$ 58,200.00
STRUCTURES:				
Fence	EA	513	\$ 30.00	\$ 15,390.00
Skate Park Equip & Install	LS	Lump Sum	\$ 120,000.00	\$ 120,000.00
Play Structure & Install	LS	Lump Sum	\$ 80,000.00	\$ 80,000.00
Fitness Equipment & Install	LS	Lump Sum	\$ 115,000.00	\$ 115,000.00
Trash enclosure	EA	1	\$ 7,500.00	\$ 7,500.00
Park bench	EA	5	\$ 750.00	\$ 3,750.00
Garbage cans	EA	9	\$ 500.00	\$ 4,500.00
IRRIGATION:				
Controller Upgrade	EA	1	\$ 10,000.00	\$ 10,000.00
Weather station	EA	1	\$ 1,200.00	\$ 1,200.00
Flow sensor	EA	1	\$ 1,200.00	\$ 1,200.00
HEAD/LATERAL MODS	SF	7560	\$ 1.25	\$ 9,450.00
Tree bubblers	EA	26	\$ 250.00	\$ 6,500.00
PLANTING:				
Soil Amendment	SF	7560	\$ 0.10	\$ 756.00
Trees	EA	11	\$ 125.00	\$ 1,375.00
Turf (sod)	SF	7560	\$ 0.55	\$ 4,158.00
Mulch	CY	163	\$ 55.00	\$ 8,965.00
PLANT ESTABLISHMENT:				
90 Day	LS	Lump Sum	\$ 2,500.00	\$ 2,500.00
Sub:				\$ 688,926.00
5% Cont:				\$ 34,446.30
Total Const:				\$ 723,372.30
Design:				\$ 86,804.68
Const Engr:				\$ 50,636.06
Total Base Bid =				\$ 860,813.04

ATHWAL PARK IMPROVEMENTS - PHASE 1

DESCRIPTION:	UNIT:	COUNT:	PRICE:	SUBTOTAL:
ADDITIVE ALTERNATE				
SITE PREP:				
Mobilization	LS	Lump Sum	\$ 20,000.00	\$ 20,000.00
Dust and EC	LS	Lump Sum	\$ 1,000.00	\$ 1,000.00
Clearing & Grubbing	SF	6080	\$ 0.50	\$ 3,040.00
Rough grading	SF	8290	\$ 0.40	\$ 3,316.00
Fine grading	SF	8290	\$ 0.20	\$ 1,658.00
UTILITIES:				
Water	LS	Lump Sum	\$ 12,500.00	\$ 12,500.00
Sewer	LS	Lump Sum	\$ 8,500.00	\$ 8,500.00
Electrical	LS	Lump Sum	\$ 35,000.00	\$ 35,000.00
Storm Drain	LS	Lump Sum	\$ 10,000.00	\$ 10,000.00
HARDSCAPE:				
Concrete sidewalk	SF	6080	\$ 6.00	\$ 36,480.00
Decorative Concrete	SF	2780	\$ 12.00	\$ 33,360.00
STRUCTURES:				
Restrooms	LS	Lump Sum	\$ 150,000.00	\$ 150,000.00
Splash pad	LS	Lump Sum	\$ 200,000.00	\$ 200,000.00
Park bench	EA	3	\$ 750.00	\$ 750.00
Garbage cans	LS	6	\$ 500.00	\$ 500.00
Bike rack	EA	1	\$ 750.00	\$ 750.00
IRRIGATION:				
HEAD/LATERAL MODS	SF	2210	\$ 1.25	\$ 2,762.50
Tree bubblers	EA	4	\$ 250.00	\$ 1,000.00
PLANTING:				
Soil Amendment	SF	2210	\$ 0.10	\$ 221.00
Trees	EA	2	\$ 125.00	\$ 250.00
Turf (sod)	SF	2210	\$ 0.55	\$ 1,215.50
Mulch	CY	7	\$ 55.00	\$ 385.00
PLANT ESTABLISHMENT:				
90 Day	LS	Lump Sum	\$ 800.00	\$ 800.00
Sub:				\$ 523,488.00
5% Cont:				\$ 26,174.40
Total Const:				\$ 549,662.40
Design:				\$ 98,939.23
Const Engr:				\$ 38,476.37
Total Additive Alternate =				\$ 687,078.00



QUOTE

City of Kingsburg
1401 Draper Street
KINGSBURG CALIFORNIA 93631
UNITED STATES

Date
Oct 31, 2018

Expiry
Jan 31, 2019

Quote Number
QU-0052

National Fitness
Campaign LLC
For all questions
regarding this quote,
contact: info@nfchq.com

Description	Quantity	Unit Price	Tax	Amount USD
Fitness Court and National Campaign Resources - \$10,000 National Grant Funds Award - \$5,000 Sports Floor Material Credit	1.00	75,000.00	8.975%	75,000.00
Packing and Freight for shipment of Fitness Court	1.00	4,350.00	Tax Exempt	4,350.00
Subtotal				79,350.00
TOTAL 8.975 8.975%				6,731.25
TOTAL USD				86,081.25

Terms

1. PAYMENT TERMS

Purchaser will pay Seller 50% of the Purchase Price at least 30 days prior to the Shipping Date. Purchaser will pay the remaining 50% of the Purchase Price within 30 days of the Delivery Date. These payment terms will apply unless other approved payment terms have been agreed to by both parties.

2. SHIPPING AND DELIVERY

Shipping costs are estimates based on final delivery location. FOB Munford, AL. Purchaser is responsible for shipping costs, including packing, insurance and freight.

3. TAX EXEMPTION

This quoted total is based upon Purchaser's tax exempt status, for which verifying documentation must be provided to Seller. If Purchaser is not tax exempt, sales tax will be applied before Purchase Price is to be considered final or binding.

NFC Program Details - Campaign Specifications



Fitness Court™ The Fitness Court™ is a 32'x35' outdoor bodyweight circuit training system*

Fitness Court™ Description:

32'x35' outdoor bodyweight circuit training system with the following components:

1. Seven station circuit training system providing full-body workout modules
2. Fitness Court body-weight training wall measuring 32'W x 2'D x 6' H with wall graphics describing use, sponsor recognition and buyer recognition
3. Thirty pieces of body-weight training equipment (Fitness Elements) for simultaneous use by 28 users at one time. Fitness Elements are anchored and grouped within seven stations.
4. Bolts, attachments and anchors required for installation

Specifications:

1. All structural components are made from high-grade carbon steel
2. Structural components receive high-grade powder coating
3. All cladding (skins) made from high-grade aluminum and powder coated
4. Lunge steps coated with polyurethane foam
5. Plyometric boxes are capped with a color coded EPDM rubber surface
6. All deck anchors are mounted into an epoxy solution for seismic movement
7. All anchors for installation are included with Fitness Court
8. Bend stations are padded for comfort with memory foam and covered with mold and tear resistant fabric

*See attached exhibit for further information on the Fitness Court system.

National Campaign Resources

The National Campaign Resources is a collection of digital and print resources and services designed to activate, encourage and strengthen public participation in free outdoor fitness activities.

Components:

Web and Press tools

- 2018 National promotions including city partners
- Customized 2018 Campaign Web story and press release featuring city partners
- 2018 Social Media activation and promotion campaign featuring city partners

Fitness Court Mobile App

- IOS/ Android App teaching proper use, routines and challenges to the public - free for all users
- Coach mode, challenge mode, and social mode - allowing a variety of ways to participate in the program
- Social component encourages community participation and awareness

Circuit Training Programs

- 3 Levels of Circuit Training Routines (to be completed on the Fitness Court)
 - Beginner: Baseline Functional Fitness Training System
 - Intermediate: Full-Body Circuit training system for athletes at any level
 - Advanced: Competitive Fitness Court Challenge Series

Localized Promotional Materials

- Fitness Court Launch Party Kit
 - Press Release
 - Fitness Court Launch Party Event Guide
 - Event Roadmap and custom Campaign Support

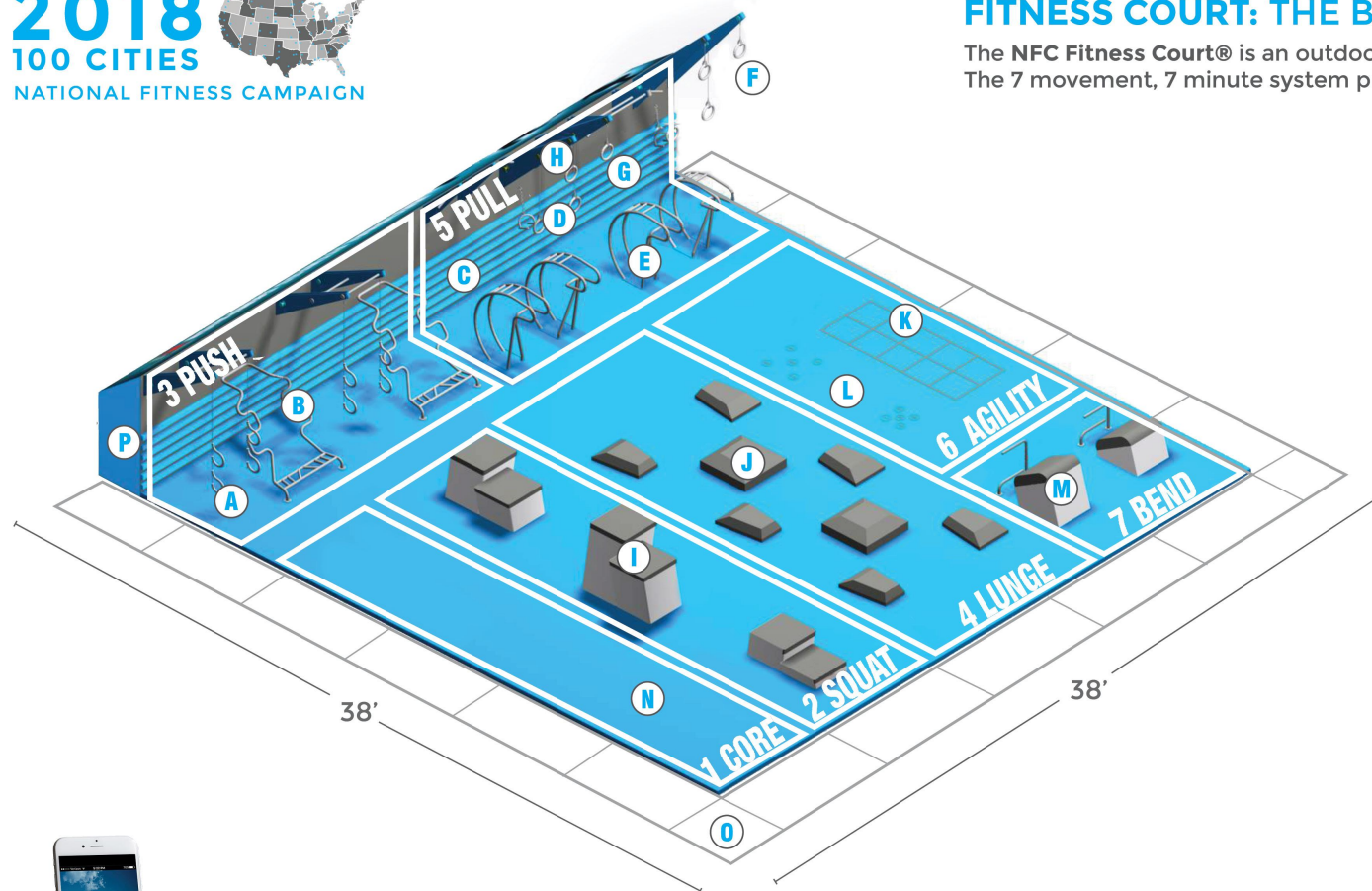
Activation Guidelines Package

- Fitness Court Programs
 - Group Fitness, Outdoor Classes, Bootcamps, Challenge Series
- Mayor's Challenge National Promotion Kit

Note: The National Fitness Campaign provides a comprehensive program encompassing both a physical installation in public space and promotional campaign and resources that work to assist city partners in activating their community. The Fitness Court, Campaign Ecosystem and components cannot be funded separately.

FITNESS COURT: THE BEST OUTDOOR GYM IN THE WORLD

The **NFC Fitness Court®** is an outdoor bodyweight circuit training system built in public spaces. The 7 movement, 7 minute system provides a full-body workout to people of all ability levels.



FITNESS ELEMENTS

- (A) 2 SETS DESTABILIZED PUSHING HANDLES
- (B) 2 SETS STABILIZED PUSHING LADDERS
- (C) 7 PROGRESSIVE FOOTHOLD STRIPS
- (D) 2 SETS ROWING HANDLES
- (E) 4 FULL BODY ROWING STATIONS
- (F) 2 SETS MUSCLE UP RINGS
- (G) 2 SETS BICEP CURL RINGS
- (H) 2 SETS STABILIZED PULL-UP BARS
- (I) PLYOMETRIC / SQUAT BOXES
- (J) LUNGE STEP COURSE
- (K) AGILITY LADDERS
- (L) AGILITY DOTS
- (M) 2 BENDING STATIONS
- (N) P.I.P. SURFACE (installed by others)
- (O) CONCRETE SLAB (installed by others)
- (P) PROGRESSIVE TRAINING WALL



Specifications

MADE TO LAST IN THE USA

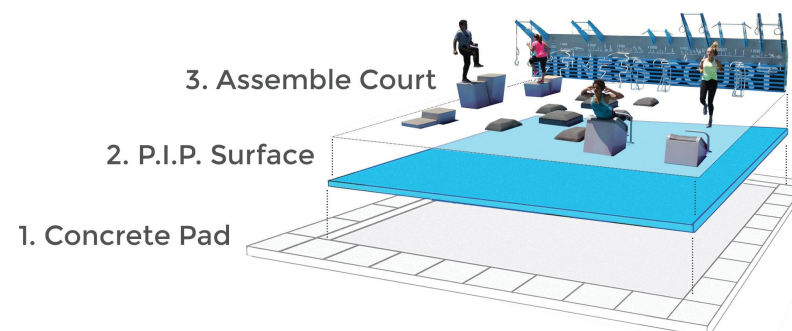
- manufactured in America
- resilient to heavy, repeated daily use
- over 30 individual pieces of equipment
- powder-coated steel components
- galvanized fittings and bolts
- stainless steel cables

Warranty + Maintenance

VIRTUALLY MAINTENANCE FREE

- made for all climates
- almost no moving parts (only the cables)
- equipment is anchor bolted into concrete
- Limited warranty on all equipment
- replacement parts available through NFC
- no requirement for disassembly in winter

Installation - by others*



*Full installation specifications and documentation are provided upon request



QUOTE

City of Kingsburg
1401 Draper Street
KINGSBURG CALIFORNIA 93631
UNITED STATES

Date
Oct 31, 2018

Expiry
Jan 31, 2019

Quote Number
QU-0196

National Fitness
Campaign LLC
For all questions
regarding this quote,
contact: info@nfchq.com

Description	Quantity	Unit Price	Tax	Amount USD
Fitness Court and National Campaign Resources - \$30,000 National Sponsor Grant Award	1.00	90,000.00	8.975%	90,000.00
Packing and Freight for shipment of Fitness Court	1.00	4,350.00	Tax Exempt	4,350.00
			Subtotal	94,350.00
			TOTAL 8.975 8.975%	8,077.50
			TOTAL USD	102,427.50

Terms

1. PAYMENT TERMS

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2. SHIPPING AND DELIVERY

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3. TAX EXEMPTION

This quoted total is based upon Purchaser's tax exempt status, for which verifying documentation must be provided to Seller. If Purchaser is not tax exempt, sales tax will be applied before Purchase Price is to be considered final or binding.

Fitness Court®

The Fitness Court® is a 32'x35' outdoor bodyweight circuit training system (see following page for full overview and details)

Fitness Court® Description:

- 32'x35' outdoor bodyweight circuit training system with the following components:
- Seven station circuit training system providing full-body workout modules
- Fitness Court body-weight training wall measuring 32'W x 2'D x 6' H with custom wall graphics
- Thirty pieces of body-weight training equipment (Fitness Elements) for simultaneous use by 28 users at one time. Fitness Elements are anchored and grouped within seven stations.
- Bolts, attachments and anchors required for installation

Specifications:

- All structural components are made from high-grade carbon steel
- Structural components receive high-grade powder coating
- All cladding (skins) made from high-grade aluminum and powder coated
- Lunge steps coated with polyurethane foam
- Plyometric boxes are capped with a color coded EPDM rubber surface
- Graphics and signage printed with anti-graffiti over-lamination material
- All deck anchors are mounted into an epoxy solution for seismic movement
- Bend stations are padded for comfort with memory foam and covered with mold and tear resistant fabric

2019 Fitness Campaign Ecosystem®

The Fitness Campaign Ecosystem is a collection of resources and services designed to activate, encourage and strengthen public participation in free outdoor fitness activities.

Campaign Program Includes:

Promotions and Marketing Package

- 2019 National promotions including city partners
- Customized 2019 Campaign Web story and press release featuring city partners
- 2019 Social Media activation and promotion campaign featuring city partners

Fitness Court Mobile App

IOS/ Android App teaching proper use, routines and challenges to the public - free for all users

- **Learn:** Video guides delivering workouts and teaching programs on the Fitness Court
- **Train:** Audio guides delivering a digitally aided coach in the pocket for users
- **Challenge:** Full Challenge tool allowing users to take and score the Fitness Court Challenge

Apple Watch App

- Fitness Court Audio Guides delivered through the Apple Watch to residents on the Fitness Court.

Localized Promotional Materials

- Opening Day Launch Kit: NFC swag items, prizes for challenges, custom promotional flyers, event guidance

2019 Fitness Season®

- Fitness Court Classes (video guides)
- 18 Regional Training Camps for Community Ambassadors
- Fitness Court Challenge Series



Meeting Date: 10/17/2018
Agenda Item: 5.6

FINANCE COMMITTEE MEETING STAFF REPORT

REPORT TO: Mayor Roman & City Council

REPORT FROM: Alexander J. Henderson, City Manager, ICMA-CM

REVIEWED BY: AP

AGENDA ITEM: Athwal Park Update

ACTION REQUESTED: ☐ Ordinance ☐ Resolution ☐ Motion ☒ Receive/File

EXECUTIVE SUMMARY

In July, staff was notified verbally of several successful grant applications submitted to the Kingsburg Tri-County Health Care District (KTCHCD) for consideration. During their regular meeting on August 15, the KTCHCD provided direction to their staff to contact successful applicants with regards to executing the final draft agreement documents. This item is particularly related to the Athwal Park grant (included for review).

1. Funding for Active Recreation Facility at Athwal Park - \$600,000

During their meeting on August 23, members of the Finance Committee discussed the phasing of projects based upon the KTCHCD's Athwal Park grant. Two representatives (Melissa Bethel and Jewel Hurtado) of the Community Services Commission were on hand to provide their input as well. Of note, the KTCHCD provided adequate funding for several of the pieces of equipment, but there are some ancillary construction costs that will need to be covered by City funds to complete all the phases. Both the Finance Committee and Community Services Committee provided input on the grant and potential phasing of the project.

To make timely decisions, the Finance Committee directed staff to hold informal discussions with the Kingsburg Health Care District regarding the proposed agreement. Their concerns centered around the ability to complete all five improvements listed in the grant agreement, as well as clarifying some language related to the disbursement of funds. Staff has held informal conversations with KTCHCD regarding the proposed agreement language. Initial discussions are that there is flexibility in the language related to fund reimbursement/disbursement. In addition, they understand that the number of improvements will be based upon actual costs from bid documents.

The Community Services Commission held a meeting on Wednesday, August 29, to discuss the item. As part of the meeting, they made recommendation on a list of priorities for phasing (as requested by the Finance Committee). Their priorities, listed in order, are:

1. Fitness Park
2. Skate Park
3. Playground Equipment
4. Splash Pad
5. Restrooms

It should be noted that some items are not eligible for utilizing KTCHCD grant funds (restrooms). However, if the Council desires to fund restrooms in phase 1, staff wants to be sure to include it any bidding package. City Engineer, Dave Peters, will be on hand to discuss the updated cost proposals related to the improvements. Staff has broken out the individual total costs based upon each potential 'project.' This was

done as there are costs related the design, engineering, preparation and installation of individual improvements.

Currently, funds allotted to Athwal Park include:

1. KTCHCD Grant: \$600,000 (over a three-year period)
2. City Funding: \$75,000 (Housing-Related Parks Grant)
3. City Funding: \$40,000 (Allocated to the Skate Park project)
4. Private Donation: \$25,000 (Lions Club for Skate Park naming rights)
5. Equipment Credit: \$15,000 (Fitness Park Equipment Credit)

UPDATE (10/17/18)

During Council's September 5 regular meeting, they conditionally approved a grant agreement with modifications based upon results of a future bid process. The purpose of this was to ensure all parties were able to discuss the possible improvements based upon actual bid pricing and the total amount of funding available.

City staff presented this information to the KTCHCD Board during their September 12 meeting. We were able to answer questions and provide some feedback regarding the Council's desire moving forward. In the interim, Mike N. and Moses Diaz (KTCHCD Counsel) discussed modification language. During their meeting on Wednesday, October 12, the KTCHCD Board approved an amended agreement.

Staff is recommending that Council direct staff to move forward with a bid package.

RECOMMENDED ACTION BY FINANCE COMMITTEE

1. *Direct staff to finalize a bid document and process. Once bids are received, staff will share results with Council and KTCHCD for discussion on next steps.*

POLICY ALTERNATIVE(S)

1. N/A

REASON FOR RECOMMENDATION/KEY METRIC

1. Ensure Fiscal Stability
2. Provide Recreational Opportunities for All Ages

FINANCIAL INFORMATION

FISCAL IMPACT:

- | | |
|------------------------------|---------------|
| 1. Is There A Fiscal Impact? | <u>Yes</u> |
| 2. Is it Currently Budgeted? | <u>Yes</u> |
| 3. If Budgeted, Which Line? | <u>Varies</u> |

PRIOR ACTION/REVIEW

City staff submitted several applications in several departments for consideration by the KTCHCD.

ATTACHED INFORMATION

1. Athwal Park Cost Estimate (Updated with assumed KTCHCD grant)



Meeting Date: 01/02/2019
Agenda Item: 5.4

CITY COUNCIL MEETING STAFF REPORT

REPORT TO: Mayor Roman & City Council

REPORT FROM: Adam Castaneda, Community Services Director **REVIEWED BY:** AP

AGENDA ITEM: Special Event Application Discussion

ACTION REQUESTED: ☐ Ordinance ☐ Resolution ☒ Motion ☐ Receive/File

EXECUTIVE SUMMARY

The City of Kingsburg's Application used for obtaining Special Event Permits was updated December 6, 2017. The current edition of this application was written in 2017 and was enhanced to help collect all necessary information required by City Department Heads. The new process has been in place for just over a year and has been beneficial in many ways. However, there are some areas for which staff believes issues could arise. In the recent months the city has seen a rising trend in special event requests by private entities looking to utilize public space (sidewalks, alleys, etc.) and host private events. These entities include for-profit groups, individual citizens and private businesses, excluding the Kingsburg Chamber and other non-profits. The Kingsburg Chamber of Commerce currently works with the city on hosting its annual community-based events which benefit local businesses and enhance the community's quality of life.

Currently, there is no criteria for groups looking to utilize public space, including road closures, sidewalk placement, etc. For example, a non-profit 5k event currently closes City streets annually. While not problematic now, if additional events request the same, we could see it impact businesses and become a nuisance. Staff recommends that any criteria established be very specific to provide a consistent method of administering the events. For example, the Council could choose to allow private groups, for-profit groups to close streets for their events, but to charge a different fee. Also, the use of public space in front of a business could require written consent from that business in order to operate.

Multiple department heads collaborated to ensure that each prospective department could grant approval based on the information gathered influencing their department. After speaking with multiple department heads the consensus was that the current process has streamlined the permitting process and allowed for staff to remain in the loop on upcoming events. One request was made to extend the amount of time required to apply, in order for public works to schedule assistance if needed (the current cutoff is 10 days prior to an event).

This new application design came together from research conducted on neighboring municipalities and information they requested from applicants in order to obtain an event permit. Part of the newly added information includes an event map that illustrates how the event will be set up and where street closures will be located to ensure that both Police and Fire Departments can plan their emergency routes accordingly.

Under the direction of the Community Services Department the application process has been streamlined, allowing for maximum efficiency and organization. The goals in establishing these updates is to process applications and relay them to other departments for approval before issuing a permit. The process is intended to encourage events that enhance the quality of life in Kingsburg but remain respectful of downtown business owners and the convenience of their customers.

RECOMMENDED ACTION BY CITY COUNCIL

1. Provide input on changes, if any, to the special events application.

POLICY ALTERNATIVE(S)

1. Council could choose not to make changes to the Special Event & Park Reservation application.

REASON FOR RECOMMENDATION/KEY METRIC

1. Improve Public Safety
2. Improve Community Communication
3. Increase Retail Opportunities overall customer experience.

FINANCIAL INFORMATION**FISCAL IMPACT:**

- | | |
|------------------------------|-----------|
| 1. Is There A Fiscal Impact? | <u>No</u> |
| 2. Is it Currently Budgeted? | N/A |
| 3. If Budgeted, Which Line? | N/A |

BACKGROUND INFORMATION

See Executive Summary

ATTACHED INFORMATION

1. Special Event & Park Reservation Application

City of Kingsburg
SPECIAL EVENT & FACILITY USE APPLICATION PROTOCOL & CHECKLIST

FOR OFFICIAL USE ONLY

APPLICATION FEE MUST BE PAID UPON APPLICATION SUBMITTAL. THE LICENSE FEE MUST BE PAID BEFORE RECEIVING THE CERTIFICATE.

Applicant Must:

- ☐ Verify Event Date Availability
- ☐ Fill out Application
- ☐ Provide Proof of General Liability Insurance

Submit Application For Review:

Initials

Park Reservation Only:

☐ Community Services Department _____

Special Event Application:

☐ Public Works Department _____

☐ Fire Department _____

☐ Police Department _____

Staff Signature

Date

City of Kingsburg
SPECIAL EVENT & FACILITY USE APPLICATION

(Application must be submitted to the City of Kingsburg 10 business days prior to be considered)

FEE DUE UPON SUBMITTAL

Date Received: _____ Received By: _____ Fee: _____ Insurance: _____

DATE OF EVENT: _____ TIME: _____ AM/PM TO _____ AM/PM

Name of Event: _____

Number of People Attending: _____ Alcohol served/sold? ☐ YES ☐ NO (If sold, an ABC permit is REQUIRED)

Description of Event (in detail): _____

Applicants Name/Event Representative: _____

Applicant's Address: _____ City: _____

Day Phone: _____ Alternative Phone: _____

Event Location:

- | | | | |
|--|---|--|--|
| Memorial Park
<input type="checkbox"/> Covered Area(M1)
<input type="checkbox"/> Corner Area(M2)
<input type="checkbox"/> Band Stage(M3) | Downtown Park
<input type="checkbox"/> Pavilion(D1)
<input type="checkbox"/> Corner Area(D2) | Crandell Pool
<input type="checkbox"/> Entire Complex
<input type="checkbox"/> Grass Area | Downtown/City
<input type="checkbox"/> Draper Street
<input type="checkbox"/> _____ |
|--|---|--|--|

Equipment Request and/or Special Needs:

<u>Will You Need:</u>	<u>Yes/No</u>	<u>Details / Location</u>
Banners Hung	_____	_____
Electricity	_____	_____
Street Barricades	_____	(How many?) _____
Street Closure	_____	(Please provide a detailed map on the following page) _____
Traffic Control	_____	_____
Other	_____	_____

Additional Requests and/or Comments:

Will Your Event Include (Please Circle):

Amplified Music	Barbecue	Bicycle Race	Retail Booths
Car Show	Dunk Tank	Food Vendors	Stages
Foot Race	Inflatables	Live Animals	Parade

Special Event Map Requirements

For Special Events, applicants must provide a separate detailed map, to include:

- 1) The proposed area to be used for the event.
- 2) Entry and exit locations including barricade placement for street closure.
- 3) Set-up of any structures, i.e. bleachers, fences, displays, etc., that your event might have.

Property Owner (If different from applicant): _____

Property Owner's Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

Person Managing the Event: _____

(Contact person must be present onsite during the entire event.)

Mobile Phone: _____ Alternative Phone: _____

_____ Initials Any amplified music must be kept within community standards. Alcohol (if permitted) may not be sold or furnished to minors or obviously intoxicated persons. The permit holder agrees to cooperate with the Kingsburg Police Department to mitigate any issues surrounding the event. The Kingsburg Police Department Watch Commander may revoke this permit for cause at any time.

_____ Initials Security may be required for any public and private events and is required at any event where alcohol is served or sold. Whether security is required and the number of security officers will be determined by the Kingsburg Police Department. Proof of security contract and ABC One Day Permit will be required for the final approval of this application.

_____ Initials The undersigned agrees to indemnify, defend (with legal counsel acceptable to the City of Kingsburg) and hold harmless the City of Kingsburg and its officials, agents, employees, and officers against any and all liability, losses, claims, damages, fees of attorneys, and other expenses which the City or its officials, agents, employees or officers may sustain or incur in consequences of or arising out of any activity conducted at the event or the actions or persons at the event including, but not limited to, sums paid or incurred in connection with claims, suits, or judgment or paid or incurred in attempting to procure release from liability for any person injured at the event.

APPLICANT/REPRESENTATIVE:

I hereby certify that all of the information provided is correct. I agree to comply with and abide by all of the provisions of this Special Events Application.

Signature

Date

PROPERTY OWNER/AUTHORIZED AGENT:

I have read this completed Special Events Application and consent to all of the above information and agree to comply with and abide by all of the provisions of this Special Events Application.

Signature

Date

FOR OFFICIAL USE ONLY

APPLICATION FEE MUST BE PAID UPON APPLICATION SUBMITTAL. THE LICENSE FEE MUST BE PAID BEFORE RECEIVING THE CERTIFICATE.

_____ APPROVED _____ DENIED

Conditions for Approval:

_____ Other: _____

_____ Other: _____

Community Service Director, Adam Castaneda

Date

ADDITIONAL APPROVAL REQUIRED FOR ALCOHOL USE

_____ APPROVED _____ DENIED

Conditions for Approval:

_____ No minors allowed

_____ Dance must be concluded by: _____

_____ Security Required _____ officer(s) minimum

_____ No sale of alcohol allowed on premises

_____ No alcohol outside premises

_____ Other: _____

Chief of Police, Neil Dadian

Date

**CITY OF KINGSBURG
PARK FACILITY USE POLICIES**

1. Rentals occur on a first come, first serve basis, unless otherwise authorized by Department and/or City Manager. **If at any time during your reservation, there is an issue/problem, please contact the Kingsburg Police Department at (559) 897-2931.**
2. City facilities may be used between the hours of **7:00am and 10:00pm.**
3. An application must be completed and all fees paid before a reservation can be made. The reservation process:
 - a. ID will be checked to verify residency.
 - b. If the reservation includes a bounce house, the following information needs to be received by City staff:
 - i. Name of the bounce house company
 - ii. Insurance must be submitted by the bounce house company naming the City of Kingsburg as an additional insurer.
 - iii. A confirmation must be received by staff, confirming the order of the bounce house.
 - iv. PLEASE NOTE: YOUR APPLICATION WILL NOT BE PROCESSED UNTIL THIS INFORMATION IS RECEIVED. THE CITY HAS A FIRST COME FIRST SERVE POLICY, IF YOUR INFORMATION IS NOT RECEIVED, YOUR SPOT MAY BE LOST TO ANOTHER RESERVATION.
4. User must provide a certificate of general liability listing the City of Kingsburg as additionally insured in an amount not less than \$1,000,000 when using bounce houses, dunk tanks and any other recreational equipment during the scheduled rental period. **The use of water slides, water bounce houses or any other water play equipment is prohibited.**
5. Zoo and farm animals are prohibited in City Parks. This includes petting zoos and animal rides. If found having these animals or attractions in your rental, your reservation will be void and the applicant will be charged for the clean-up of the animal(s).
6. If the applicant must cancel the approved rental date, he/she must do so **AT LEAST 3 business day prior to the event** to receive a refund of ½ of the rental fee. If weather causes the approved scheduled event to be canceled, contact with the City must be made within one business day to receive a refund of ½ of the rental fee.
7. The Department requires the applicant to clean the site after use, depending on the nature of the event. The applicant will be billed for the cost of staff time and cleaning materials. Non – compliance may void approved application for further use. **NO VEHICLES ARE ALLOWED ON PARK GROUNDS.**
8. The applicant assumes the responsibility of replacing and/or repairing any equipment, facility amenities, etc., damaged during the rental use. This may also include the cost of any additional clean up that may be needed.
9. Individuals, groups, clubs, and organizations may schedule a facility for weekly or monthly functions and may at any time be preempted for City sponsored events and activities; however adequate advance notice will be given.

10. Any violation of the facility use policies will result in the immediate voiding of the Park Facility Use Permit, user will not be eligible for a refund either part or in full.
11. The City of Kingsburg may, for good cause, suspend the rules contained herein and/or develop additional rules governing use as it deems necessary.
12. In the event of an appeal of an administrative decision regarding the use or policy, the appeal shall be filed in writing, clearly stating the reasons therefore, and shall be processed as follows until resolved:
 1. Community Services Director
 2. City Manager
 3. City Council



Meeting Date: 01/02/2019
Item: 5.5

CITY COUNCIL MEETING STAFF REPORT

REPORT TO: Mayor Roman & City Council

REPORT FROM: Alexander J. Henderson, ICMA-CM

REVIEWED BY: AP

AGENDA ITEM: UPDATE REGARDING THE BUILDING LOCATED AT 475 SIERRA STREET, KINGSBURG, CALIFORNIA

ACTION REQUESTED: ☐ Ordinance ☐ Resolution ☐ Motion ☒ Receive/File

EXECUTIVE SUMMARY

City Council held a Public Hearing on October 17, 2018 regarding the building at 475 Sierra St. (formerly the Swedish Mill). Council approved Resolution 2018-064 which provided a 30-day timeline for improvements and delegated staff to determine if any extensions should be granted.

Despite some initial improvements made to the exterior of the building, significant progress has stalled on the subject site. During the December 5 meeting, Council gave direction to limit any further extensions until the property owner presented new information during a future meeting.

Since the meeting, staff has reached out to the owners as well as the local representative hired to complete the work. While the local representative, Mr. O'Bannon, has been responsive, we have not received any additional information as it relates to securing a franchisee and continuing with building improvements.

The property owners have been contacted and asked to attend the meeting on January 2, 2019 to provide an update.

RECOMMENDED ACTION BY CITY COUNCIL

1. Provide direction dependent upon any information presented at the 1/2/2019 meeting.

REASON FOR RECOMMENDATION/KEY METRIC

1. Promote Sustainable Development

FISCAL IMPACT:

- | | |
|------------------------------|------------|
| 1. Is There A Fiscal Impact? | <u>Yes</u> |
| 2. Is it Currently Budgeted? | <u>N/A</u> |
| 3. If Budgeted, Which Line? | <u>N/A</u> |

The City may be required to pay the cost of repair and renovation or demolition of the building and thereafter lien the property.

PRIOR ACTION

City Council held a Public Hearing on October 17, 2018 regarding the building at 475 Sierra St. (formerly the Swedish Mill). Council approved Resolution 2018-064 which provided a 30-day timeline for improvements and delegated staff to determine if any extensions should be granted.

The owner has made several improvements and has met with staff to discuss upcoming improvements. In addition, they have hired a local contractor, Josh O'Bannon. During the December 5 meeting, Council gave direction to limit any further extensions until the property owner presented new information during a future meeting.

ATTACHED INFORMATION

1. Resolution 2018-064

RESOLUTION NO. 2018-064

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KINGSBURG FINDING THE BUILDING LOCATED AT 475 SIERRA STREET, KINGSBURG, CALIFORNIA IS A PUBLIC NUISANCE AND SUBSTANDARD BUILDING

WHEREAS, in accordance with Section 17.94.070 of the Kingsburg Municipal Code, the Kingsburg City Council, at its regular meeting held on October 17, 2018 at 6:00 p.m. in the City Council Chambers, 1401 Draper Street Kingsburg, California, held a hearing to determine whether the building located at 475 Sierra Street, Kingsburg, California and owned by Joseph T. Ghazale and Elizabeth A. Ghazale (“**Swedish Mill Building**”) is a public nuisance and substandard building; and

WHEREAS, during the hearing, the City Council received written evidence and oral testimony from City Staff and other persons in attendance at the hearing regarding the condition of the Swedish Mill Building, whether the Swedish Mill Building is public nuisance and substandard building, how to remedy the condition of the Swedish Mill Building and the costs and expenses associated therewith.

NOW, THEREFORE, BE IT RESOLVED, that based upon written and oral evidence submitted at the hearing before the City Council, the City Council makes the following findings:

(a) The Swedish Mill Building and lot remains vacant. Windows are broken and boarded up and the lot surrounding the Swedish Mill Building has not been maintained allowing for the accumulation of weeds and underbrush. Debris and old air conditioning units litter the lot surrounding the Swedish Mill Building, and it does not appear any interior repairs have been made to the Swedish Mill Building. It appears the Swedish Mill Building and lot surrounding the Swedish Mill Building is occupied by homeless persons.

(b) The Swedish Mill Building is in a serious state of disrepair, is uninhabitable and continues to deteriorate due to the lack of ongoing maintenance, renovation and repair.

(c) The Swedish Mill Building is a fire hazard and its current condition is a danger to human life and a hazard to the public health, safety and general welfare of the citizens of Kingsburg.

(d) The condition of the Swedish Mill Building violates the applicable provisions of the Kingsburg Municipal Code, including, without limitation, Section 17.92.040 of the Kingsburg Municipal Code

(e) The Swedish Mill Building is a substandard building and a public nuisance.

RESOLVED FURTHER, Joseph T. Ghazale and Elizabeth A. Ghazale (collectively “**Ghazale**”) are directed to abate the Swedish Mill Building as a public nuisance and substandard building by repairing and renovating the Swedish Mill Building or demolishing the Swedish Mill Building all in accordance with all applicable laws, rules and regulations. Ghazale shall have thirty (30) days, to repair and renovate the Swedish Mill Building and clean-up the surrounding lot in a manner as required by the City Staff. City Staff may extend the time period for completion of the repair and renovation and clean-up if Ghazale is diligently pursuing the repair and renovation of the Swedish Mill Building and clean-up of the surrounding lot. Should Ghazale fail to repair and renovate the Swedish Mill Building and clean-up of the surrounding lot as required by City Staff within said thirty (30) day period, as may be extended by City Staff, Ghazale shall

demolish the Swedish Mill Building within thirty (30) days after the date of written notice from the City confirming Ghazale's failure to repair and renovate the Swedish Mill Building and clean-up the surrounding lot. Should Ghazale fail to demolish the Swedish Mill Building within said thirty (30) day period, the City may proceed with the repair and renovation of the Swedish Mill Building and clean-up of the surrounding lot or proceed with the demolition of the Swedish Mill Building and lien the Swedish Mill property for the costs and expenses thereof. The City shall enforce the lien in accordance with applicable law including the sale of the Swedish Mill Building to satisfy the lien.

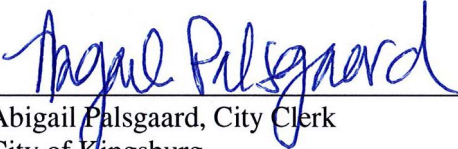
PASSED, AND ADOPTED this 17th day of October, 2018, by the City Council of the City of Kingsburg, California by the following vote:

AYES: COUNCIL MEMBERS North, Smith, Dix, Blayney and Mayor Roman.

NOES: None.

ABSTAIN: None.

ABSENT: None.



Abigail Palsgaard, City Clerk
City of Kingsburg

CITY OF KINGSBURG



ROSTER OF CITY COUNCIL APPOINTMENTS

DATE APPROVED

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I

ROSTERS

For

CITIZENS COMMITTEES

**INTER-GOVERNMENTAL AGENCY
REPRESENTATIVES**

LIAISONS TO COMMUNITY ORGANIZATIONS

ROSTER

Committee: Community Services Commission
Appointed by: City Council
Source Documents: Ordinance No. 2007-03

<u>Appointee</u>	<u>Term Expires</u>
Melissa Bethel, Chair	November 2020
Ed Moreno, Vice Chair	November 2022
Joy Bratton	November 2020
Seth Brown	November 2020
OPEN	November 2018
Sarah Chambless	November 2022
Jenn Guerra	November 2022

Staff Member- Adam Castaneda, Director of Community Services

Council Liaison – Mayor Michelle Roman

Alternate – Council Member Laura North

*Meets the 4th Wednesday of the month at 6:30pm

ROSTER

Committee: Public Safety Committee
Appointed by: City Council
Source Documents: Resolution No. 2012-45

Chair - Council Member Sherman Dix

Police Dept. Representative – Lennis Scheline

Fire Dept. Representative – Wayne Osborne

Kingsburg High School Representative – Ivan Nunez

Kingsburg Elementary School Representative – Shawn Marshall

Kingsburg Chamber of Commerce Representative – Kaitlyn Castaneda

Resident of the City – Mark Bray 2018

Resident of the City – Brandon Pursell, Jr. 2020

Resident of the City – Fred Ray 2021

Resident of the City – Bryan Cogburn 2021

Alternate – Council Member Laura North

*Resolution written to meet quarterly, but can meet more often if desired. Usually meets on a Tuesday or Thursday at 6pm.

ROSTER

Committee: **Economical Development Committee**
Appointed by: **City Council**
Source Documents: **Resolution 2002-26**

Appointee

Steve Safarjian - Chair

Kaitlyn Castaneda

Kingsburg Economic Development Coordinator Jolene Polyack

Staff Member – City Manager Alex Henderson

Council Liaisons –
Mayor Michelle Roman
Council Member Sherman Dix

*Meets as needed- usually during the workday.

ROSTER

Committee: Finance Committee
Appointed by: City Council
Source Documents: Resolution No. 2006-31

Committee Members

Mayor Pro Tem Bruce Blayney – Chairperson

Council Member Sherman Dix

City Manager Alex Henderson

Finance Director Alma Colado

*Meets as needed, usually on a Thursday at 6pm

ROSTER

STANDING COMMITTEE

Commission: Planning Commission
Appointed by: City Council
Source Documents: Municipal Code - Title 2 – Chapter 2.28
City of Kingsburg Charter – Section 4.07

<u>Appointee</u>	<u>Term Expires</u>
Paul Kruper – Chair	November 2019
John Shantz	November 2022
OPEN	November 2018
Jeremy Kinney	November 2020
Jason Rountree	November 2020
Troy Cozbey	November 2022
OPEN	November 2018

Staff Member – Planning Consultant Greg Collins

Council Liaison – Mayor Pro Tem Bruce Blayney
Alternate – Council Member Sherman Dix

*Meets the second Thursday at 6pm

INTER-GOVERNMENTAL AGENCY
REPRESENTATIVES

Committee: Consolidated Mosquito Abatement District
Representative Appointed by: City Council
Source Document: Senate Bill No. 1574

Appointee

Tokuo R. Fukuda (Appointed by Council)

.....

Committee: Five Cities Economic Development
Representative Appointed by: City Council
Source Document: Joint Powers Agreement

Appointee

Members – Council Member Staci Smith

Alternate – Mayor Michelle Roman

Staff – City Manager

.....

Committee: Fresno County Council of Governments (COG)
Representative Appointed by: City Council
Source Document: Letter from Acting Executive Director dated May 16, 1994

Appointee

Member – Mayor Michelle Roman

Alternate – Mayor Pro Tem Bruce Blayney

.....

Committee: Fresno County Rural Transit Agency (FCRTA)
Representative Appointed by: City Council
Source Document: Joint Powers Agreement – July 17, 1980

Appointee

Member - Mayor Pro Tem Bruce Blayney

Alternate – Mayor Michelle Roman

INTER-GOVERNMENTAL AGENCY REPRESENTATIVES- CONT.

**Committee: San Joaquin Valley Air Pollution Control – City Selection
Committee**

Representatives Appointed by: City Council

Source Document: Health and Safety Code Section 40600.5

Appointee

Member – Mayor Pro Tem Bruce Blayney

Alternate – Council Member Sherman Dix

.....
Committee: Selma-Kingsburg-Fowler County Sanitation Dist.

Representative Appointed by: City Council

Source Document: State Statute

Appointee

Member - Mayor Michelle Roman

Alternate - Council Member Bruce Blayney

.....
Committee: San Joaquin Valley Citizens for a Healthy Environment

Representatives Appointed by: City Council

Appointee

Member – Mayor Pro Tem Bruce Blayney

Alternate - Council Member Michelle Roman

.....
Committee: Southeast Regional Solid Waste Commission

Representative Appointed by: City Council

Source Document: Joint Powers Agreement

Appointee

Member - Mayor Pro Tem Bruce Blayney

Alternate – Council Member Sherman Dix

.....
INTER-GOVERNMENTAL AGENCY REPRESENTATIVES- CONT.

Committee: The Association for the Beautification of Highway 99

Representative Appointed by: City Council

Source Document: Resolution No. 98-55

Appointee

Member – Council Member Staci Smith

Alternate – Mayor Michelle Roman

LIAISONS TO COMMUNITY ORGANIZATIONS

Community Organization: Fresno County Office of Tourism
Appointed by: City Council
Source Document: No written source document

Appointee

Liaison – Council Member Staci Smith

Alternate - Mayor Michelle Roman

.....

Community Organization: Kingsburg Chamber of Commerce
Appointed by: City Council
Source Document: No written source document

Appointee

Liaison – Council Member Laura North

Alternate – Council Member Sherman Dix

Staff Member – City Manager Alex Henderson

.....

Community Organization: Kingsburg Senior Inc.
Appointed by: City Council
Source Document: No written source document

Appointee

Staff Liaison – Director of Community Services

Staff Member – City Manager Alex Henderson

.....

Community Organization: South Kings Groundwater Sustainability Agency JPA
Appointed by: City Council
Source Document: No written source document

Appointee

Member - Mayor Pro Tem Bruce Blayney

Alternate – Council Member Sherman Dix

II

SOURCE DOCUMENTS

III

LIST OF OTHER AGENCIES

WITH CITY REPRESENTATION

Other Agencies with City Representation

Joint Powers Authorities

Kings River Water Forum - City Manager

San Joaquin Valley Power Authority – City Manager

San Joaquin Valley Risk Management Authority (RMA) – City Manager

Special Agencies

Selma-Kingsburg-Fowler County Sanitation District Technical Committee –Public Works Dir.

Local Agency Formation Commission of Fresno County (LAFCo) – City Manager

Fresno County Enterprise Zone – City Manager